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21915-3-1-2
TLO meetings
DD/P

MINUTES

TRAINING OFFICER MEETING

Thursday
8 July 54

Document No. 024

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

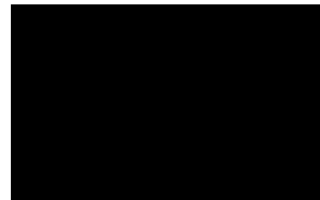
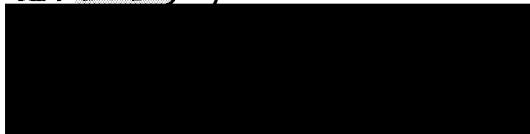
DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 6 Feb 78 By: 022

Attendance:

Mr. Baird, D/TR



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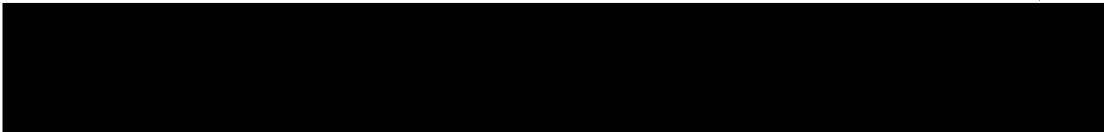
1. Technical Devices Familiarization Course

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██████████ stated that the initial running of the Technical Devices Course was considered a great success. This program was conducted by ██████████. The five-day program consisted of a minimum of lecture and a maximum of demonstration and student participation.

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It was the general consensus of the committee that this program will have immediate value for operations officers and should be presented again at the earliest opportunity. ██████████ indicated that 18 October has been set as the tentative date for the next running. ██████████ was directed to determine whether this date can be moved up.

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██████████ stated that the ideal student enrollment for this program is a minimum of eight and a maximum of 12. He also stated that it has been suggested that the DD/P Materiel Board be invited to participate as students in the next course. ██████████ requested that this program be included in the OTR Course Catalogue. ██████████ agreed to develop the basic written material concerning the program. It was left to ██████████ to provide a firm date for the next running by 15 July, and the Clandestine Services Training Committee will not discuss this program with the division training liaison officers until a firm date has been established.

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2. Training by Staffs and Divisions of the Clandestine Services

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██████████ announced that he had sent a memorandum to staff and division training officers on the subject of training conducted by staffs and divisions requesting division TLO's to provide necessary information for the Office of Training on or before 14 July 1954.

3. One-Day Capsule Courses

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██████████ stated that he has sent a memorandum to staff and division training officers on the subject of one-day training courses, requesting that TLO's be prepared to discuss this subject at the 9 July Clandestine Services division training officers meeting.

4. Representation of OTR in Meeting, 9 July 1954, with Division Training Officers

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██████████ reviewed the agenda for the 9 July training officers meeting and indicated that ██████████ will represent the Office of Training--particularly for discussion of the topic "Elimination of OTR Confirmation of Student Enrollments." Mr. Baird emphasized the desirability of eliminating any administrative step which is of no value to the Clandestine Services, particularly in light of the heavy workload of the Registrar.

5. Assignment of NEA Training Officer

Mr. Baird queried the CS Training Committee as to the assignment of the NEA Training Officer, prefacing his query with the statement that OTR has submitted the names of three candidates for this assignment. Mr. Baird was interested in knowing who is to fill this post, and what training background and what courses the individual has taken. ██████████ announced that ██████████ a former assistant of his, has been assigned to this position.

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6. Endorsement of Division Training Officer Nominations

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██████████ commented on the fact that ██████████ has been designated the SE Training Officer; that he had previously been the Executive Officer for the division; and would unquestionably have access to the division chief on training matters. ██████████ further stated that ██████████ will in the very near future be enrolled in the essential courses, and will be a candidate for at least one of the capsule courses to be conducted ██████████ nomination was endorsed by ██████████ the CS Training Committee.

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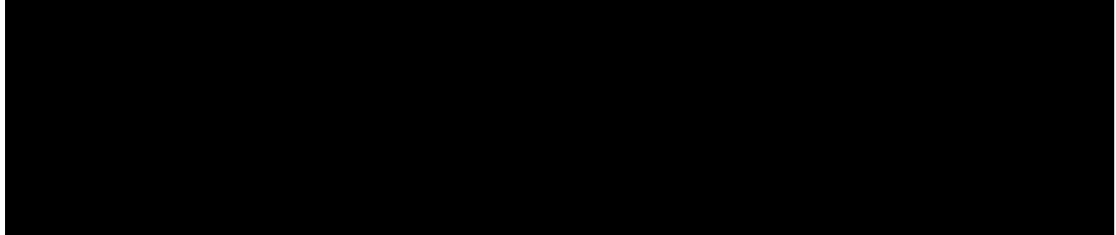
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12.

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13. Visit



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[redacted] was asked to provide the CS Training Committee when the next visit [redacted] will be conducted. It was agreed to attempt to provide the information prior to the division TLO meeting on 9 July.

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14. DD/P Admin

Mr. Baird requested [redacted] to look at the recent memorandum from DD/P, specifying the responsibilities of DD/P Admin and establishing DD/P Admin as the point of contact for all external support to the Clandestine Services. It was also questioned whether modification of this policy is necessary in order to maintain the relationships between OTR and the CS Training Committee in status quo.

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